

## Jobs, Education and Training (JET)/Work First Cross-Agency Training Q & A

### RESPONSE CODE

DLEG – BWP = **DLEG**

### Monday, February 12 AM – DHS

vwcs45 -: Will the FSSP replace the current ISS on MIS?

**A. No. The ISS must still be completed for each participant. It will not be replaced by the FSSP.**

vwcs7 -: How do you project employment hours for seasonal workers on the FSSP?

**A. For Seasonal workers, hours can be projected to the expected "end date". This would be, for example, the closing date of a farm or harvest season.**

vwcs1 -: Is the OS-MIS activity information being transferred to FSSP now?

**A. Activities are transferring over to the FSSP on a nightly basis.**

vwcs333 -: Do all MWAs have write access to the FSSP?

**A. No. This is currently being worked on and is expected to happen in the very near future.**

vwcs167 -: In regard to "countable months" is the number system generated or does DHS enter

vwcs45 -: When does this go into effect if we are not currently a JET pilot site?

**A. Write access is expected to occur by April 1, 2007.**

vwcs45 -: So the ISS and FSSP both have to be done even though it is a duplication?

**A. Yes, at this time.**

vwcs7 -: Who is responsible for completing the FSSP? DHS or MW?

**A. Once MWAs have write access, they will complete the FSSP when a client is referred. DHS will complete when a client is deferred. The FSSP is a shared document and each partner should add relevant information when appropriate.**

vwcs21 -: Policy question - must OJT contracts be made on an individual basis, or can they be made between the MWA and an employer for a group of individuals?

**A. OJT contracts should be made on an individual basis to best target the needs and expectations of the participant.**

vwcs32 -: You mentioned that we input actual hours every 6 months but can we enter actual hours more often if they increase. It would seem to our advantage to increase the hours when we know this is occurring. Is that correct?

**A. Yes. For employed clients, any significant change regarding hours worked should be updated accordingly.**

vwcs45 -: How will MWA be notified of a referral especially in a situation where the FAST is not completed until after a client shows up to MWA?

**A. The referral would be viewable on the MIS.**

vwcs209 = On the current activities screen is the worker expected to enter every weeks verified hours and what happens to the customer -if they don't meet the planned hours?

**A. The hours can be averaged over the four or five weeks of the month. Yes, actual, verified hours are to be entered on the MIS.**

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vwcs183 = There is now a link from MIS to FSSP but a password is needed, what is the password?

**A. The password and instructions were emailed to MWA directors on December 11, 2006.**

vwcs208 Can you define an acceptable Community Work Experience and Internship?

**A. Work Experience and Internships are defined in Policy Issuance 06-11, Change 2.**

vwcs208 Can you define if Community Service (ORDERED BY THE COURT) is acceptable?

**A. Yes, it is acceptable.**

vwcs165 When is FSSP effective in Non-Jet Co.?

**A. The FSSP, write access is expected to be available April 1, 2007.**

### **Tuesday, February 13 AM – MRS**

vwcs344 =: What happens if a customer is actively working with a MWA program and MWA becomes aware of a disability? Does MWA refer them back to DHS to be referred to MRS or does MWA directly refer them to MRS? And if so, how?

**A. MWA can refer clients to MRS for a consultation where MRS will determine if their services are needed for the client to participate. Yes. MWA can refer directly to MRS without referring back to DHS.**

### **Tuesday, February 13 PM – MRS**

**None.**

### **Thursday, February 15 AM – DHS**

vwcs200 =: You provided an example of a person getting training (I believe you said yoga), can you provide a broader definition of acceptable non-core training activities?

**A. An example would be if a client was referred at 30 hours and completed 20 hours of job search (CORE) and 10 hrs completing a GED (NON-CORE).**

vwcs608 =: Is there no longer a work requirement in the vocational training activity?

**A. No. For VOC ED, supervised home work time can count along with class time. 15 hours of each. A two parent family, receiving federally funded daycare, enrolled in a CVT must complete 55 hours.**

### **Thursday, February 15 PM – DHS**

vwcs802 =: What's the "token" for MWA's to enter DHS FSSP?

**A. DLEG answered in webinar**

vwcs771 =: Will the local Work First be a place for the client to complete the FAST?

**A. Yes**

### **Friday, February 16 AM – MRS**

vwcs1071 =: What is PWP? (Translated as BWP.)

**A. BWP Bureau of Workforce Programs**

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vwcs1071 =: Who sits in on the triage meeting? Who decides that MRS will work with the client, final decision?

**A. Triage will consist of MWA staff, DHS caseworker, client, and MRS when applicable.**

vwcs1072 =: Will MWA/JET Case Manager be permitted to complete referral to MRS based upon medical documentation received?

**A. Yes.**

vwcs1101 =: MWA - can MWA defer a customer upon making a referral to MRS?

**A. No. MWA can refer to MRS but not defer.**

vwcs1087 =: Is the FSSP data exportable to other databases? Such as MS Access?

**A. No. Not at this time.**